

## **ADVISORY COMMITTEE CHARTER**

### **The Committee's official designation:**

Advisory Committee on Apprenticeship

### **Committee's objectives and the scope of its activity:**

To provide advice and recommendations to the Secretary of Labor:

- (1) in the development and implementation of administration policies on legislation and regulations affecting apprenticeship;
- (2) on the preparation of the American Workforce for sustained employment through employment and training programs for youth, disadvantaged adults, dislocated workers, and other targeted groups; and
- (3) regarding measures that will foster quality work places that are safe, healthy, and fair.

To provide advice to the Secretary of Labor on how best to achieve the strategic goals set forth in the Department of Labor Plans required under the Government Performance and Results Act of 1993 and the ways on how to develop systems to measure the achievement of the Department's goals and objectives.

To provide input on the President's Management Agenda.

### **Membership:**

The Committee shall be composed of approximately 30 individuals appointed by the Secretary. The membership of the Committee shall include approximately ten representatives of employers, ten representatives of labor, and ten representatives of the public. The National Association of State and Territorial Apprenticeship Directors and the National Association of Governmental Labor Officials shall be represented on the public group of the Committee. The Secretary shall appoint one of the public members as Chairperson to the Committee. A representative of the U.S. Department of Education and the Department of Commerce shall be invited to serve as non-voting members of the Committee ex-officio. The Assistant Secretary of Labor for Employment and Training shall be an ex-officio member of the Committee. The Administrator of the Office of Apprenticeship Training, Employer and Labor Services (OATELS) shall be the designated Federal official to the Committee.

**Terms of members** shall be 1 or 2 years, as designated by the Secretary and all Committee members shall serve at the pleasure of the Secretary. Appointments to vacancies occurring during the terms of such appointments shall be for the un-expired portions of the terms.

**Panel of Experts:**

To assist the Committee in carrying out the responsibilities, the Secretary shall establish a non-voting Panel of Experts (Panel) consisting of representatives of the Department of Transportation, the Department of Housing and Urban Development, the Employment Standards Administration, the Women's Bureau, the Employment and Training Administration, the Veteran Employment and Training Service, and such other Departments or agencies as the Secretary may designate. The panel shall assist the Committee in achieving its mission of improving the coordination and integration of related programs and activities of Federal government agencies with overlapping missions. As requested by the Committee or by the chair acting under the Committee's authority, Panel members shall attend designated meetings of the Committee, subcommittees, or panels, provide requested assistance, and participate, as requested, in the deliberation of these bodies.

**The period of time necessary for the Committee to carry out its purpose:**

Indefinite

**The agency or official to whom the Committee reports:**

The Secretary, U.S. Department of Labor

**The agency responsible for providing the necessary support for the Committee:**

U.S. Department of Labor, Employment and Training Administration, Office of Apprenticeship Training, Employer and Labor Services.

**A description of the duties for which the Committee is responsible:**

The Committee shall advise the Secretary of Labor on the following:

- The establishment of programs and practices for developing and promoting expanded apprenticeship and other training programs in all sectors of the economy and workforce to help individuals achieve success in today's job market, and to help achieve the goal of a prepared workforce;
- How best to formulate and promote labor standards that safeguard the welfare of apprentices and how effectively to include such standards in contracts of apprenticeship to achieve the goal of a prepared workforce;

- How best to use the National Registered Apprenticeship System and other training programs, to safeguard the economic security of apprenticeship and to provide workplaces that are safe, healthy, and fair to help achieve the goal of a prepared workforce;
- How best to identify and select research and demonstration projects to test new approaches to apprenticeship and skill training to help achieve the goal of a prepared and quality workforce;
- How best to coordinate the efforts of OATELS, the State Apprenticeship Agencies/Councils, and other workforce development stakeholders to help achieve the goal of a prepared workforce by increasing participation in apprenticeship programs;
- How best to expand participation of all segments of the American workforce by eliminating or reducing barriers posed by discriminatory practices in the selection or promotion of apprentices and trainees in order to help achieve the goal of a prepared workforce;
- How proposed and enacted legislation on apprenticeship will affect the training of apprentices and the goal of a prepared workforce;
- How to help achieve a prepared workforce by encouraging cooperative linkages and partnerships at State and local levels among vocational and technical education efforts, and other apprenticeship and training activities;
- How apprenticeship and training programs can most effectively meet future skilled worker needs, such as those of the information technology industry; and
- Any other apprenticeship and training matters which the Secretary asks the Committee to consider, including ways of accomplishing the Department's strategic plans for improving worker opportunities, fostering quality workplaces and promoting the economic security of workers and their families.

The estimated annual operating costs in dollars and staff years for such committee:

\$220,000; FTE 2.50 staff years

Estimated number and frequency of meetings:

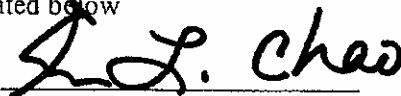
Four meetings per year

The Committee's termination date:

Two years from the date this charter is signed

This charter's amended filing date:

This charter is filed on the date indicated below

  
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Secretary of Labor  
MAR - 2 2005

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Date